



**MEMORANDUM
OFFICE OF THE
COUNTY EXECUTIVE OFFICER
COUNTY OF PLACER**

To: Honorable Board of Supervisors

From: Holly Heinzen, Chief Assistant CEO
By: Bryan Hacker, Sr. Management Analyst

Date: April 22, 2014

Subject: Cap-To-Cap Out of State Travel Approval

ACTION REQUESTED

Authorize out of state travel for David Boesch, County Executive Officer, and Supervisor Kirk Uhler to travel to Washington, D.C. from May 3 to May 7, as part of the Metro Chamber's Capital-to-Capital regional federal advocacy program.

BACKGROUND

In its 44th year, the Metro Chamber's Capital-to-Capital "Cap-to-Cap" effort has grown to be a significant lobbying effort for matters crucial to the six-county Sacramento region, including Placer County. Cap-to-Cap provides a unique opportunity for business and community leaders to align around critical initiatives and work directly with congressional delegates to organize broad-based support.

At the forefront of the trip this year, issues of importance are expected to include meetings with Congressional members' offices and agencies to discuss, for example: (1) water strategy for the region and the drought, (2) economic development and associated infrastructure improvement opportunities, and (3) transportation and transit. This effort ties well with Placer County's 2014 Legislative Platform and recent federal advocacy efforts; providing opportunity for follow-up discussion for issues specifically raised in February 2014.

Out of state travel exceeding \$3,500 requires your Board's approval in accordance with Section 3.4(C) of the Placer County Meals, Lodging, Travel and Transportation policy.

FISCAL IMPACT

The total trip cost of \$8,921 is included in the FY 2013-14 Final Budget. The trip cost includes tuition, air fare, lodging and meals.

Attachments:
Travel requests
Cap-to-Cap Draft Itinerary

CAPITAL-TO-CAPITAL EVENTS AT A GLANCE

★ CHAIR'S RECEPTION

This annual reception provides the Cap-to-Cap delegation with the opportunity to salute the dozens of local elected officials from throughout the Sacramento region who are an important part of the Cap-to-Cap program.

★ WELCOME BREAKFAST

The historic Grand Ballroom of the Mayflower Hotel will serve as a backdrop to an energetic, team-oriented meeting to allow delegates to prepare before marching on to Capitol Hill.

★ LEADERSHIP LUNCHEON

Delegates convene in the Cannon Caucus Room of the Cannon House Office Building to hear from key congressional officials concerning top issues. Past featured speakers include Secretary of Energy Dr. Steven Chu, former Secretary of the Treasury Lawrence Summers and Speaker of the House Nancy Pelosi. This year's invited speaker is Secretary of Agriculture, Tom Vilsack.

★ DELEGATION GALA

After a successful day of lobbying, join us for an evening of fine regional food, wines and entertainment to celebrate our delegation and its ongoing successes. This year's gala will be held in the Smithsonian National Museum of American History.



CAP-TO-CAP 2014 CHAIR

Alex Taghavian
Senior Program Manager
Capitol Impact
Linked Learning Alliance

NOTE FROM THE CHAIR

Now in its 44th year, the Metro Chamber's Cap-to-Cap program is the nation's largest advocacy effort of its kind. It provides regional leaders within the business community, non-profit, education, health care, agriculture, technology, and elected officials the opportunity to take our most important public policy issues to the national level.

Months of preparation go into developing the itinerary, the subject-matter teams, the policy papers that we provide our congressional representatives with, and the logistics. As a result, we travel to Washington, D.C. with a unified, regional voice on the issues that matter most. This year is no exception. Water will be at the forefront of all of our discussions. We will take a renewed approach to the increasingly critical nature of agriculture as California tries to endure its extreme drought conditions. And we will continue to focus on the impact of the Affordable Care Act, the issues around education, workforce development and young professional engagement. Finally, we will package all of our policy issues with the goals of the Next Economy in mind.

Cap-to-Cap is truly a model for federal advocacy and we have incorporated this highly respected program into a year-long effort in combination with our State Legislative Summit program. It provides not only a solid base for our policy initiatives but also allows for the most extensive networking opportunities that result in positive outcomes for our region. I am honored to be your Chair this year and look forward to working with you to provide the best experience possible.

DRAFT ITINERARY *Itinerary subject to change*

FRIDAY, MAY 2

Early departures for D.C.

SATURDAY, MAY 3

Main departures for D.C.
Welcome Reception
4:00 p.m. - 7:00 p.m.
Renaissance Mayflower -
Chinese Room

SUNDAY, MAY 4

5:00 p.m. - 7:00 p.m.
Chair's Reception
Renaissance Mayflower -
State Room

MONDAY, MAY 5

7:00 a.m. - 9:00 a.m.
Opening Breakfast

Team Meetings
Renaissance Mayflower -
Grand Ballroom

Washington, D.C. Overview
9:00 a.m. - 9:45 a.m.
Renaissance Mayflower -
Grand Ballroom

Policy Briefings (1st Track)
10:00 a.m. - 11:00 a.m.
Issue Specific Briefings
Renaissance Mayflower

Policy Briefings (2nd Track)

11:00 a.m. - 12:00 p.m.
Issue Specific Briefings
Renaissance Mayflower

TUESDAY, MAY 6

Morning
Lobbying Appointments

11:15 a.m. - 1:00 p.m.
Leadership Luncheon
Cannon Caucus Room

1:15 p.m.
All-Delegation Photo
Capitol Reflecting Pool

Afternoon

Lobbying Appointments
6:30 p.m. - 9:30 p.m.
Delegation Gala
Smithsonian National
Museum of American History

WEDNESDAY, MAY 7

Morning
Lobbying Appointments

Afternoon

Main departures for
Sacramento



COUNTY OF PLACER TRAVEL REQUEST ON OFFICIAL BUSINESS

TO: COUNTY EXECUTIVE
AUDITOR CONTROLLER

TRAVEL ADVANCE REQUESTED
☐ Yes ☒ No

DATE: 4/4/2014

EMPLOYEE TRAVELING: David S. Boesch Jr NOTIFY: Beverly Roberts Ext. 4031

1. Briefly explain the purpose of this trip and how this training will benefit you and the department:

Metro Chamber Cap-to-Cap 2014

2. Destination(s)

Washington

DC

City

State

3. Travel period:

5:40 a.m. 3-May-14

10:42 p.m. 5/7/2014

Time

Date

to

Time

Date

4. Mode of travel:

5. Training Data:

6. Estimated Expenses:

# OF ITEMS	PER DIEM	ITEM	AMOUNT
5	12	Breakfast	\$ 60.00
5	18	Lunch	\$ 90.00
5	36	Dinner	\$ 180.00
		Lodging	*Included
		Travel	\$ 661.00
*		Tuition	\$3,345.00
		Other	\$ 25.00
Total			\$ 4,361.00

☒ Air

☐ State Association

☐ Rail

☒ Regional Conference

☐ County Car

☐ National Conference

☐ Private Car with

☐ CPE Units

mileage reimbursement

☐ County Training

of miles

☐ Other Professional Development

7. If this trip was not budgeted, it will be financed as follows:

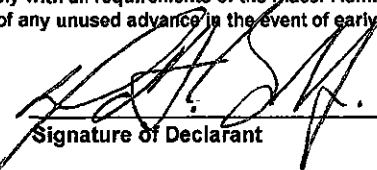

SUPERVISOR APPROVAL

BY

Department Head or Authorized Signature

"I declare under penalty of perjury that the above items stated are true and correct and comply with all requirements of the Placer Administrative Manual (PAM). I understand if an advance has been requested, I will be responsible for repayment of any unused advance in the event of early return or cancellation."

4/4/14
Date


Signature of Declarant

FOR USE BY COUNTY EXECUTIVE:

☐ APPROVED

☐ DISAPPROVED

Comments

County Executive

Date

FOR USE BY BOARD OF SUPERVISORS:

APPROVED/DISAPPROVED BY
PLACER COUNTY BOARD OF SUPERVISORS

Clerk of the Board of Supervisors

By:

Chairman

Date

DATE: February 21, 2014
REQUEST : _____

COUNTY OF PLACER
TRAVEL REQUEST
ON OFFICIAL BUSINESS

ADVANCE REQUESTED?
☐ Yes ☒ No

TO: David Boesch

FROM: Board of Supervisors NOTIFY: Debbie Hawkins # 889-4010

Payment Due Date

Name: Kirk Uhler

Department: Board of Supervisors

DEPT NO	DOC TYPE	TOTAL \$ AMOUNT	TOTAL LINES	POST DATE	PAS VENDOR NO / SUFFIX

T CODE	OCA	PCA	OBJECT LEVEL 3	PROJ. NO./ GRANT NO.	USER CODE	ACCT REF	AMOUNT	INVOICE	DESCRIPTION
DO	NOT	FILL	IN	UNLESS	ASKING	FOR	AN ADVANCE		

1. Purpose of this trip: Annual CAP to CAP in Washington D.C. 2014 by NACO
2. Destination(s) Washington D.C. D.C.
City State
3. Travel Time will start 5:00 AM 05/03/14 to 7:00 PM 05/07/14
Time Date Time Date
4. Travel by (Est. Amt.)
☐ Air
☐ Rail
☐ County Car
☒ Private Car with
☐ Mileage Reimbursement
Flat Rate of \$ _____
Reason _____
5. Training Data (Optional)
Mandatory
x State/Pgm Related
[] CEU (Units Earned _____)
[] Cost of Staff Time _____
Voluntary
[] County Training
[] MIS
[] Prof/Pers Development
[] Training Outcome _____
Check 1
6. The Following Expenses: * () IF PREPAID
- | # | ITEM | ESTIMATE | # | A/P # |
|---|--------------|-----------------------|---|-------|
| | Meals | \$326.00 | | |
| | Lodge | \$0.00 | | |
| | Trans. | \$3,603.34 | | |
| | Tuition | <i>included above</i> | | |
| | Other | | | |
| | TOTAL | 3929.34 | | |
- Amount Advanced \$ usually no advance
7. If this trip was not budgeted, it will be financed as follows: _____
trips are usually within budget-

Supervisor signs _____
SUPERVISOR APPROVAL

BY Department Head
Department Head or Authorized Signature

"I declare under penalty of perjury that I am a County employee and the foregoing is true and correct." Executed on _____ 19 _____.

at Auburn, California

Signature of Declarant _____

FOR USE BY COUNTY EXECUTIVE:

- ☐ APPROVED ☐ REVISED AS INDICATED
☐ DISAPPROVED ☐ RECOMMENDED TO BOS

Comments _____

Rev. 9/15/98 County Executive _____ Date _____

FOR USE BY BOARD OF SUPERVISORS:

APPROVED/DISAPPROVED BY
PLACER COUNTY BOARD OF SUPERVISORS

Clerk of the Board of Supervisors

By _____ Deputy _____ Date _____